

## CLERK'S OFFICE – CJA UNIT TEAM DIRECTORY

The goal of the Clerk's Office CJA Unit is to assist panel attorneys in their efforts to represent indigent clients. Please contact us if you have questions or if we can assist you in any way.

**Address:** U.S. District Court, Clerk's Office  
450 Golden Gate Avenue, 16th Floor  
P.O. Box 36060  
San Francisco, CA 94102  
Attn: CJA Unit

**Hours:** Monday through Friday, 9:00 a.m. - 4:00 p.m.

**Fax Number:** (415) 522-4086

**Court's Website:** [www.cand.uscourts.gov](http://www.cand.uscourts.gov)

*(Refer to "For Attorneys--CJA Information and Forms")*

**CJA Forms:** Forms are available on the **court's website**, and at the Intake Sections of the Clerk's Office of each courthouse in San Francisco, San Jose and Oakland. For assistance with computerized forms contact: JoAnn Mancuso at 415-522-2005 or [JoAnn\\_Mancuso@cand.uscourts.gov](mailto:JoAnn_Mancuso@cand.uscourts.gov)

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**Cases that end in an odd number.**

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**Cases that end in an even number.**

**When sending mail to the CJA Unit, please use the court address followed by **ATTN: CJA Unit** as the last line of the address; otherwise mail is mis-routed and significant delay results.**

*\* Note on e-mail addresses that the underscore between first and last name is very important.*